



Time Stamp _____

CITY OF TUCSON PLANNING & DEVELOPMENT SERVICES
INDIVIDUAL PARKING PLAN (IPP) APPLICATION

APPLICANT

Name _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Cell _____ Email _____

OWNER

Name _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Cell _____ Email _____

GENERAL INFORMATION

Address (*if assigned*) _____

Location (*major cross streets*) _____

Parcel Number _____ - _____ Township _____ Range _____ Section _____

Existing Use: _____

Existing Zoning: _____ Property Size in acres: _____ Distance to R-3 or more restrictive zoning: _____

Date of pre-application conference (required if within 300 feet of R-3 or more restrictive zoning): _____

Date of neighborhood meeting (required if within 300 feet of R-3 or more restrictive zoning): _____

PROPOSED USE/DEVELOPMENT

Proposed use/development: _____

Check any of the following that apply to the proposed use/development:

- ☐ New development or redevelopment of a site.
- ☐ Change of use in an existing development.
- ☐ Expansion of existing use.
- ☐ Addition of a new use to an existing development.
- ☐ Parking is provided on-site.
- ☐ Parking is provided off-site per UDC Section 7.4.6.B.1.
- ☐ Project site is within 300 feet of R-3 or more restrictive zoning.
- ☐ Single-use development.
- ☐ Multiple-use development.
- ☐ Project can accommodate shared parking arrangements for uses with alternate hours of operation and peak-use times.
- ☐ Outdoor seating area(s).
- ☐ Outdoor loudspeakers or music (live or recorded).
- ☐ Combined residential and non-residential development in a single structure or unified development.
- ☐ Project site is within 1,320 feet (¼ mile) of a transit stop or public parking facility.
- ☐ Religious use where the parking plan will accommodate weekend and evening use.
- ☐ Residential care services or housing developments for the elderly or individuals with physical disabilities.
- ☐ A food service use within a multiple use development where motor vehicle parking is provided at one (1) space per one hundred (100) square feet gross floor area and outdoor seating area during peak use times.
- ☐ An alcoholic beverage service use within a multiple use development where motor vehicle parking is provided at one (1) space per fifty (50) square feet gross floor area during peak use times.
- ☐ Accessible parking spaces required by the City of Tucson's adopted Building Codes have not been reduced or eliminated.

ATTACHMENTS

Provide a written narrative, sealed by a design professional licensed by the State of Arizona, addressing each of the following:

- ☐ Number of required parking spaces. Indicate the data source used in establishing the number of required parking spaces. Provide justification and methodology used (as applicable) to establish the number of required spaces.
- ☐ Hours of operation and peak use time(s) of each use.
- ☐ Existing and proposed shared parking agreements, when applicable. The shared parking agreement must be prepared in a manner acceptable to the Director.

For projects within three hundred (300) feet of R-3 or more restrictive zoning the narrative must address the following:

- ☐ How the proposal will not cause a safety hazard, noise, or parking impacts on an adjacent existing neighborhood.
- ☐ Methods to avoid potential increases in noise and light intrusion.
- ☐ Methods to deter vehicular access into adjacent residential neighborhoods using signage or other means.
- ☐ Methods to prevent drive-through traffic or habitual parking within adjacent residential neighborhoods or commercial development.

Provide a Development Package, sealed by a design professional licensed by the State of Arizona, prepared in compliance with Administrative Manual Section 2-06 and including the following information:

- ☐ Number of required parking spaces per UDC Sec. 7.4.4, including the number of accessible parking spaces required by the City of Tucson's adopted Building Codes
- ☐ Number of required parking spaces per the IPP narrative.
- ☐ Number of proposed parking spaces, including accessible parking spaces.
- ☐ Location of parking spaces, including accessible parking spaces.
- ☐ Existing and proposed site conditions and uses, including any available on-street parking.
- ☐ Site access and traffic circulation patterns.
- ☐ Location and distance from the project site to existing residential neighborhoods.
- ☐ Neighborhoods adjacent to the site with a Residential Parking Permit program.
- ☐ Availability, location, and distance to alternate modes of transportation.
- ☐ Evidence that all required parking for the proposed uses will either be on-site or at an approved off-site parking location.
- ☐ Location of all outdoor lighting.
- ☐ Other information deemed appropriate by the Director.

Traffic Study (if deemed appropriate by Director).

For projects within three hundred (300) feet of R-3 or more restrictive zoning provide documentation of the required neighborhood meeting:

- ☐ Meeting invitation
- ☐ Mailing list
- ☐ Date of mailing
- ☐ Sign-in sheet
- ☐ Summary notes from the meeting

Fees payable to the City of Tucson:

- ☐ \$291.50 (if more than three hundred (300) feet from R-3 or more restrictive zoning)
- ☐ \$511.50 (if within three hundred (300) feet of R-3 or more restrictive zoning)

SIGNATURES

I (We) represent that the information in this application and the supporting materials are true and accurate to the best of my (our) knowledge.

I acknowledge that if the development is operated in a manner that violates the conditions of approval of the requested Individual Parking Plan, or causes adverse land use impacts, the use may be suspended or terminated in accordance with UDC Section 10.2.6.

Applicant's signature

date

Owner's signature

date